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2930 Gay Avenue, San Jose, CA 95127

Office of Superintendent of Schools

ITEM REQUIRING ATTENTION - BOARD OF EDUCATION

To the Board of Trustees: Date: December 6, 2023

Subject: **California Department of Education Expenditure Quarter 1 Report, from Aptitud Community Academy at Goss Early Literacy Support Block Grant (ELSB), and Literacy Action Plan in year-three of implementation.**

Staff Analysis: **CDE has awarded Aptitud Community Academy at Goss a grant in the amount of $613,140. The purpose of the grant and supporting Board approved action plan is to strengthen, develop, and implement evidence-based literacy instruction and support in transitional kindergarten through grade three (TK-3rd) over a period of three-and-half years implementation. In compliance with Early Literacy Support Block Grant (ELSB), the Expenditure Quarterly Report provided for reporting period Quarter 1 FY 2023, demonstrate expenditures are consistent with Aptitud Community Academy at Goss Literacy Action plan.**

January 18, 2024

Recommendation: **Information only**

Info only

Submitted by: Dr. Dianna Ballesteros Title: Director, Early Learning

Approved by: Barbara Campbell Title: Assistant Superintendent, Instructional Services

To the Board of Trustees: Meeting: January 18, 2024
Regular Board Meeting

Information Only

9.03

Agenda Placement

Hilaria Bauer, Ph.D., Superintendent

DISPOSITION BY BOARD OF TRUSTEES

Motion by: _____ Seconded by: _____

Approved: _____ Not Approved: _____ Tabled: _____

Early Literacy Support Block Grant
2023–24 Year-to-Date Expenditure Signature Form

Educator Excellence and Equity Division
California Department of Education

Local Educational Agency: Alum Rock Union School District

Implementation Year 3 (2023–24) Grant Reporting Period:

- [■] Quarter 1 (July 1, 2023 – September 30, 2023) Report Due October 31, 2023
- [ ] Quarter 2 (October 1, 2023 – December 31, 2023) Report Due January 31, 2024
- [ ] Quarter 3 (January 1, 2024 – March 31, 2024) Report Due April 30, 2024
- [ ] Quarter 4 (April 1, 2024 – June 30, 2024) Report Due July 31, 2024

Budget Revision Request:

A Budget Revision Request Form must be submitted if current planned expenditures exceed 10 percent on any line item. A Budget Revision must be submitted to request carryover of unspent funds. Is a budget revision needed at this time?

- [■] Yes [ ] No

Please submit a signed copy of this Signature Form, along with a completed Grant Expenditure Form (Excel file) to ELSBGrant@cde.ca.gov.

By signing below, you acknowledge you have reviewed the information entered into this Signature Form and the Grant Expenditure Form (attached). By signing below, you acknowledge the data contained in this report is true and accurate, to the best of your knowledge and that any program results are supported by documented deliverables (i.e. professional development/products) on file at the local educational agency.

Grant Project Coordinator Name: Dr. Dianna Ballesteros

Grant Project Coordinator Signature: Dr. Dianna Ballesteros 10/23/2023

Date Signed (if not included in electronic signature):

Fiscal Agent Name: Maria Bonilla

Fiscal Agent Signature: M Bonilla

Date Signed (if not included in electronic signature): 10/23/2023

Local Educational Agency (LEA) Information

Early Literacy Support Block Grant
Educator Excellence and Equity Division
California Department of Education

LEA Information	Please Type LEA Information Below
LEA Name:	Alum Rock Union School District
Project Coordinator:	Dr. Dianna Ballesteros
Project Coordinator Telephone Number:	408-928-7290
Project Coordinator Email Address:	dianna.ballesteros@arusd.org
Fiscal Agent Contact:	Maria Bonilla
Fiscal Agent Telephone Number:	408-928-6856
Fiscal Agent Email Address:	maria.bonilla@arusd.org

Quarter 1 Budget Narrative Form

Implementation Year 3 Quarter 1 (July 1 - September 30)

Early Literacy Support Block Grant
Educator Excellence and Equity Division
California Department of Education

Object Code	Object Code Description	Description	School Site or LEA Name	Expenditures
1000	Certificated Salaries	Salary for Literacy Coach - Literacy Team. Melissa Gonzalez	Aptitud	$17,004.36
2000	Classified Salaries			$0.00
3000	Employee Benefits	Related Benefits to Literacy Coach	Aptitud	$5,135.28
4000	Books and Supplies			$0.00
5000	Services and Other Operating Expenditures (excluding Subagreements for Services 5100)			$0.00
5100	Subagreements for Services (not subject to indirect costs)			$0.00
5200	Participant Travel/ Project Staff Travel			$0.00
5800	Professional/Consulting Services & Operating Expenses			$0.00
6000	Capital Outlay (not subject to indirect costs)			$0.00
7000	Indirect Costs	6.42%	Aptitud	$1,421.36
Totals	Totals calculate automatically			$23,561.00

Year-to-Date (YTD) Form
Fiscal Year 2023-24

Early Literacy Support Block Grant
Educator Excellence and Equity Division
California Department of Education

Object Code	Object Code Description	Approved Implementation Year 3 Budget	Quarter 1 Expenditures	Quarter 2 Expenditures	Quarter 3 Expenditures	Quarter 4 Expenditures	Cumulative Expenditures	Unspent Balance
1000	Certificated Salaries	$0.00	$17,004.36	$0.00	$0.00	$0.00	$17,004.36	-$17,004.36
2000	Classified Salaries	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
3000	Employee Benefits	$0.00	$5,135.28	$0.00	$0.00	$0.00	$5,135.28	-$5,135.28
4000	Books and Supplies	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5000	Services and Other Operating Expenditures (excluding Subagreements for Services 5100)	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5100	Subagreements for Services (not subject to indirect costs)	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5200	Participant Travel/ Project Staff Travel	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
5800	Professional/Consulting Services & Operating Expenses	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
6000	Capital Outlay (not subject to indirect costs)	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
7000	Indirect Costs	$0.00	$1,421.36	$0.00	$0.00	$0.00	$1,421.36	-$1,421.36
Totals	Totals calculate automatically	$0.00	$23,561.00	$0.00	$0.00	$0.00	$23,561.00	-$23,561.00

Year 3: Narrative Budget Revision Justification

Early Literacy Support Block Grant
Educator Excellence and Equity Division
California Department of Education

Instructions:
Insert additional rows to document line items, if necessary
Group the Object Codes chronologically
Refer to the Instructions Tab, for more guidance

Object Codes	School Site Name or LEA Name	Original Detailed Budget Narrative	Revised Detailed Budget Narrative	Justification for Movement of Grant Funds	Year 3 Original Budget Amount	Year 3 Change (+/-)	Year 3 Proposed Budget Revision
1000 Certificated Salaries	Aptitud	Extended Duty for Literacy Action Plan implementation planning 10 teachers x 8 hours x $45	Extended Duty for Literacy Action Plan implementation planning 10 teachers x 20 hours x $52	Extended Duty Rate increased for Year 3 due to negotiated raise for 23-24 FY.	$ 3,600.00	$6,800.00	$10,400.00
	Aptitud	Extended Duty for Literacy workshop attendance 10 teachers x 6 hours x $45	Extended Duty for Literacy workshop attendance 10 teachers x 6 hours x $52	Extended Duty Rate increased for Year 3 due to negotiated raise for 23-24 FY.	$ 2,700.00	$420.00	$3,120.00
	Aptitud	Substitute teachers for monthly release day collaboration 10 teachers x 10 release days x $240/day	Substitute teachers as needed for release day collaboration	Decreased budget for Substitutes teachers due to Substitutes shortages	$ 24,000.00	$ (20,000.00)	$ 4,000.00
	Aptitud	1.0 FTE Literacy Coach	1.0 FTE Literacy Coach	Current year budgeted salary was less than projected.	$ 106,000.00	$ (6,890.00)	$ 99,110.00
	Aptitud		Additional 1.0 FTE Literacy Coach	We're considering on adding a second 1.0 FTE Literacy Coach to support the site.	$0.00	$ 82,000.00	$82,000.00
2000 Classified Salaries	Aptitud				$ -	$ -	$ -
3000 Employee Benefits	Aptitud	STRS, Medicare, Unemployment Ins, Workers Comp	STRS, Medicare, Unemployment Ins, Workers Comp	Increased benefits due to the increased Health & Welfare for the Literacy Coach	$ 31,107.40	$ 40,580.29	$ 71,687.69
4000 Books and Supplies	Aptitud	SIPPS Curriculum	SIPPS Curriculum		$ 1,879.10	$ -	$ 1,879.10
	Aptitud	Guided Reading Libraries	Guided Reading Libraries	Increased allocation for guided reading libraries due to not purchasing the Guided Reading Libraries in Year 2	$ 4,972.46	$ 5,027.54	$ 10,000.00
	Aptitud		Heggerty Curriculum	Additional Heggerty Curriculum for the Year 3 for continuity for new staff and leadership.		$ 3,000.00	$3,000.00
	Aptitud		LETRS Curriculum	For Year 3, we're considering LETRS, a course of study based on the science of reading for new teachers and leadership.		$ 50,000.00	$50,000.00
5000 Services and Other Operating Expenditures (excluding Subagreement for Services and Travel)	Aptitud	N/A			$ -	$ -	$ -
5100 Subagreement for Services (not subject to indirect costs)	Aptitud	N/A			$ -	$ -	$ -
5200 Participant Travel/ Project Staff Travel	Aptitud	ongoing workshops	ongoing workshops	For Year 3, we're considering giving teachers the opportunity to participate and attend Literacy Conferences of their choosing.	$ 2,500.00	$ 7,500.00	$ 10,000.00
5800 Professional/Consulting Services & Operating Expenses	Aptitud	Technology Licenses to support daily practice with families HearBuilder 10 x $199 Headsprout 6 x $275			$ 3,976.71	$ -	$ 3,976.71
	Aptitud		Consortium on Reaching Excellence in Education - Initial profesional development and ongoing collaboration and support to implement SIPPs program	Due to new Teachers, new Principal and new Vice-Principal we will expand the learning of SIPPS for all new staff in Year 3	$0.00	$ 40,000.00	$40,000.00
	Aptitud		Heggerty Professional Development in-person	For Year 3, we're considering having the Heggerty Professional Development in-person on a Saturday.	$0.00	$ 5,000.00	$5,000.00
6000 Capital Outlay (not subject to indirect costs)	Aptitud	N/A	N/A		$ -	$ -	$ -
7000 Indirect Costs	Aptitud			The Indirect Costs increased due to increases on Instructional Material and Professional Development for new Teachers and Leadership.	$ 12,850.26	$ 12,455.68	$ 25,305.94
		7.11%	6.42%				
Total					**$ 193,585.93**	**$ 225,893.51**	**$ 419,479.44**

Proposed Budget Revision Request

Early Literacy Support Block Grant
Educator Excellence and Equity Division
California Department of Education

Instructions:
Each grant recipient must submit this form to reflect proposed changes in expenditures during the grant period of December 1, 2020, through June 30, 2024.
The Total for the four years MUST match the amount listed on the Grant Award Notification.

Object Code	Line Item	Planning Year Original Budget	Planning Year Change (+/-)	Planning Year Budget Revision	Year 1 Original Budget	Year 1 Change (+/-)	Year 1 Budget Revision	Year 2 Original Budget	Year 2 Change (+/-)	Year 2 Budget Revision	Year 3 Original Budget	Year 3 Change (+/-)	Year 3 Budget Revision	Revised Budget Total
1000	Certified Personnel Salaries	$ 6,525.00	$ (3,442.74)	$ 3,082.26	$ 75,833.00	$ (40,564.03)	$ 35,268.97	$ 174,164.03	$ (119,020.86)	$ 55,143.17	$ 136,300.00	$ 62,330.00	$ 198,630.00	$ 292,124.40
2000	Classified Personnel Salaries	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
3000	Employee Benefits	$ 1,148.95	$ (606.58)	$ 540.37	$ 13,572.60	$ (6,288.08)	$ 7,284.52	$ 40,424.96	$ (21,658.55)	$ 18,766.41	$ 31,107.40	$ 40,580.29	$ 71,687.69	$ 98,278.99
4000	Books and Supplies	$ -	$ 8,570.47	$ 8,570.47	$ 36,181.89	$ (25,008.70)	$ 11,173.19	$ 40,155.42	$ (36,284.79)	$ 3,870.63	$ 6,851.56	$ 58,027.54	$ 64,879.10	$ 86,493.39
5000	Services and Other Operating Expenditures (excluding Travel)	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
5100	Subagreements for Services (not subject to indirect costs)	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
5200	Travel and Conferences	$ 1,000.00	$ (1,000.00)	$ -	$ 1,800.00	$ (1,800.00)	$ -	$ 1,800.00	$ (1,800.00)	$ -	$ 2,500.00	$ 7,500.00	$ 10,000.00	$ 10,000.00
5800	Professional/Consulting Services & Operating Expenses	$ -	$ -	$ -	$ 49,326.71	$ (10,759.99)	$ 38,566.72	$ 32,326.71	$ (32,326.71)	$ -	$ 3,976.71	$ 45,000.00	$ 48,976.71	$ 87,543.43
6000	Capital Outlay (not subject to indirect costs)	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
7000	Indirect Costs - Must not exceed LEA's approved rate	$ 725.84	$ 294.72	$ 1,020.56	$ 12,546.71	$ (5,984.85)	$ 6,562.08	$ 18,613.83	$ (14,802.60)	$ 3,811.23	$ 12,850.26	$ 12,455.68	$ 25,305.94	$ 36,699.79
Total		**$ 9,397.79**	**$ 3,815.87**	**$ 13,213.68**	**$ 189,260.91**	**$ (90,405.45)**	**$ 98,855.46**	**$ 307,484.95**	**$ (225,893.51)**	**$ 81,591.44**	**$ 193,585.93**	**$ 225,893.51**	**$ 419,479.44**	**$ 613,140.00**